



THE CITY OF WINTER GARDEN

PLANNING, ZONING AND DEVELOPMENT

270 W. PLANT STREET

WINTER GARDEN, FL 34787

TEL. (407) 656-4111 • FAX (407) 654-1258

www.cwgdn.com

PETITION FOR ANNEXATION, ZONING & FUTURE LAND USE MAP AMENDMENT

The Petition of the undersigned shows that I/we are the owner(s) of certain real property contiguous with property presently within the corporate limits of the City of Winter Garden and hereby request annexation into the City of Winter Garden and request the following zoning and Future Land Use classifications. I/We respectfully request that you grant said Petition, hold the required Public Hearing(s), prepare and adopt the appropriate Ordinances.

1. Name & Address of Petitioner (Owner of Record):

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Ext: _____ Fax Number: _____

Email: _____

2. Contact Person/Mailing Address (If different):

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Ext: _____ Fax Number: _____

Email: _____

3. If Corporation, Names of President and Secretary:

PRESIDENT: _____ SECRETARY: _____

4. Property ID Number: _____

5. Number of Acres: _____

6. Is a full legal description attached? Yes No

7. Is a survey attached? Yes No
8. What is the address of the site? _____
9. What is the Proposed Land Use? _____
(SUB (4DUs/a), LD (6DUs/A), MD (10DUs/A), NC, COM, or I)
10. Zoning Classification requested: _____
(R-1A, R-1, R-1B, R-2, R-3, C-1, C-2, C-3, I-1, 1-2, PUD, R-NC)

****Please note that there is a separate application form that must be completed for a PUD or PCD rezoning.***

11. I understand that the City of Winter Garden requires that the applicant be responsible for reimbursing the City for all advertising costs associated with this application, including postage for notices to adjacent property owners, and for newspaper advertising as required by the Florida Statutes and the City Code. I understand that I will be billed for these costs and will be responsible for paying them.

In addition, if this application is deemed to require review by the City Engineer, City Surveyor and/or City Attorney, I understand that I or my company will be responsible to pay for any and all reasonable legal, engineering, or surveying fees incurred by the City of Winter Garden in the process of reviewing the above project. I also understand that if this project property is sold, I or my company will be responsible to ensure that the new owner writes a similar letter accepting all the responsibility to pay for any and all reasonable legal, engineering, or surveying fees incurred by the City of Winter Garden in the process of reviewing this project from the date the property is sold.

An Applicant shall provide prompt written notice to the City manager in the event of a change in ownership of all or a portion of a lot, tract, or parcel of real property with the respect to which an Application, or project is pending before the City.

Invoices for the costs associated with _____ (project name or address) should be sent to (name and address of responsible party):

I/we hereby certify that I/we are the owner(s) of the real property which is the subject of this Petition and that the foregoing information on this Petition is true and complete.

Signature of the Applicant: _____

Print Name:

Date

**STATE OF FLORIDA
COUNTY OF _____**

The foregoing instrument was acknowledged before me this ____ day of _____, 20__, by _____, as _____ of _____, who is personally known to me or who produced _____ as identification.

NOTARY PUBLIC

Print Name: _____
My Commission Expires: _____

NOTE: If the Petitioner wishes to be represented by an agent, a limited power of attorney must be properly executed and provided to the City along with this application.

Submittal Requirements:

1. Copy of a survey
2. Legal description
3. Proof of ownership (i.e. a copy of the deed)
4. Fees - Annexation (greater than 5 acres) = \$1,000
Rezoning = \$500 (PUD / PCD rezoning requires separate application and \$1,000 fee)
Comprehensive Plan Amendment for property less than 10 acres = \$700
Comprehensive Plan Amendment for property greater than 10 acres = \$2,500
Note: The fee for the infill annexation process (the combination of annexation, rezoning, and a Future Land Use Map Amendment of property less than five acres) is free.
5. Limited Power of Attorney (if signed by an agent of the owner)

Procedure:

The Procedure for annexation is defined in Chapter 171 of the Florida Statutes. The procedure for rezoning is defined in the Chapter 166.041 of the Florida Statutes and Section 118-7(d) of the City Code of Ordinances. In general, the Planning and Zoning Board shall recommend the petition for approval, denial or approval with conditions to the City Commission. The City Commission shall approve, deny, or approve the petition with conditions after two readings of an ordinance. The second reading shall be an advertised public hearing. The future Land Use Map Amendment shall follow the procedures identified in Chapter 163 of the Florida Statutes. Please contact the City Planning Director at the above phone number for details.

Code of Ordinances

The City of Winter Garden's Code of Ordinances can be found on the Internet at <http://www.municode.com/database.html>. Hard copies of the Code are available at the Main and Winter Garden branches of the Orange County Library.